

How to open a New Session in Internet Explorer v8

Internet Explorer 8 (IE8) has the ability to access more than one account that uses 'sessions'. From the File menu, click New Session and IE8 will spawn a new window that doesn't share session information with the original window.

VISION, Employee Self-Service, and HCM share a session. If you are logged into one of these applications, and then you log into a second without using New Session, you will automatically be logged out of the first (and you will lose any unsaved work).

Our recommendation is to Sign-Out of the first application and then log into the second. However, if this is not possible, navigate to File > New Session in IE8. This option is located here:

